

DEPARTMENT OF
PUBLIC WORKS

GOVERNMENTAL CENTER

JOHN A. FANTHAM
DIRECTOR-OF PUBLIC WORKS



AGENDA: October 6, 1998

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COUNTY OF SANTA CRUZ

701 OCEAN STREET, SANTA CRUZ, CALIFORNIA 950604070

(631) 454-2160

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September 28, 1998

SANTA CRUZ COUNTY BOARD OF SUPERVISORS

701 Ocean Street
Santa Cruz, California 95060

SUBJECT: SOQUEL DRIVE BRIDGE REPLACEMENT - DESIGN CONTRACT
BRIDGE NO. 36C-0078 - REQUEST FOR PROPOSALS

Members of the Board:

On April 15, 1998, the Federal Emergency Management Agency (FEMA) approved the County of Santa Cruz's application for the Hazard Mitigation Grant Program to replace the Soquel Drive Bridge over Soquel Creek. The project is eligible for reimbursement of 75% of the estimated \$3,400,000 project cost, leaving a local share of \$850,000.

The Public Works Department proposes to retain a bridge consultant to prepare the project plans, specifications, and estimate (PS&E). The attached Request for Proposals will be advertised, so that a qualified consultant can be chosen to prepare the PS&E for the project. The agreement will include provisions for providing structural design of the bridge, as well as the design of the road approaches, surveying, geotechnical studies, hydraulic studies of the channel, any necessary mitigation measures, and environmental studies required for acquisition of permits.

Funding for the local share of the bridge replacement project's engineering costs was included in the approved 1998/99 Road Budget.

It is therefore recommended that the Board of Supervisors take the following action:

1. Approve the Request for Proposals for the required engineering services for the Soquel Drive Bridge Replacement.

SANTA CRUZ COUNTY BOARD OF SUPERVISORS

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2. Direct the Clerk of the Board to advertise the Request for Proposals for a two day period beginning October 11, 1998.

Yours truly,

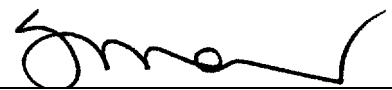

JOHN A. FANTHAM
Director of Public Works

By TKS

PTJ:rw

Attachments

RECOMMENDED FOR APPROVAL:



County Administrative Officer

copy to: Jorge Hunt, Office of Emergency Services
Public Works

**COUNTY OF SANTA CRUZ DEPARTMENT OF PUBLIC WORKS
REQUEST FOR PROPOSALS FOR
ENGINEERING DESIGN SERVICES**

The County of Santa Cruz is accepting Proposals for engineering design services for the Soquel Drive Bridge Replacement project. The bridge crosses Soquel Creek in the unincorporated area of Santa Cruz County.

Proposals for design services should be submitted to the Director of Public Works of Santa Cruz County, 701 Ocean Street, Room 410, Santa Cruz, California, 95060, no later than noon on Tuesday, November 3, 1998.

The project Scope of Work and instructions for submitting the Proposal can be obtained at the office of the Director of Public Works, 701 Ocean Street, Room 410, Santa Cruz, California. No deposit is required. The project Scope of Work and instructions for submitting the Proposal are also available from the County of Santa Cruz web site (<http://www.co.santa-cruz.ca.us/index.html>).

The Department of Public Works hereby notifies all consultants that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit proposals and will not be discriminated against on the grounds of race, color, or national origin in consideration for selection.

DEPARTMENT OF PUBLIC WORKS
COUNTY OF SANTA CRUZ

Date: Sept. 28, 1998

John A. Fantham - BY TUS
John A. Fantham Director of Public Works

BRIDGE REPLACEMENT
SOQUEL DRIVE BRIDGE OVER SOQUEL CREEK

General Proposal Requirements

1. Description of project

Soquel Drive Bridge over Soquel Creek is located on Soquel Drive between Porter Street and Main Street in the Soquel Village area of Santa Cruz County. The existing bridge consists of a concrete deck on steel girders. It has two spans, with a total length of approximately 120 feet, supported by a pier in the center. The deck is 64 feet wide with two sidewalks and steel railings. The proposed bridge shall provide for a clear span of the creek and a deck wide enough to accommodate four twelve-foot travel lanes, two five-foot bikelanes, two six-foot pedestrian sidewalks and concrete railings.

2. Scope of work

The engineering design services required for the FEMA Hazard Mitigation Program shall follow CALTRANS and FHWA guidelines, and include:

- a. environmental study
- b. hydraulics study and design of mitigation
- c. geotechnical investigation
- d. surveying and property acquisition maps
- e. design of road approaches and roadside improvements
- f. channel design, including slope protection and environmental mitigation
- g. preparation of construction plans, bid specifications, and cost estimate.
- h. attend one community meeting

3. Submittal

Three (3) copies of the proposal should be submitted no later than noon, on Tuesday, November 3, 1998. Proposals shall be submitted to:

County of Santa Cruz
Public Works Department
70 1 Ocean Street, Room 4 10
Santa Cruz, California 95060

Provide the following note on the mailing label: "Soquel Drive Bridge Replacement."

General Proposal Requirements (continued)

4. Evaluation Criteria

Consultant selection shall be based on evaluation of the consultant's formal proposal. The formal proposal will be evaluated by a panel of engineers. Evaluation criteria used to select the consultant will include, but not be limited to the following:

- a. Qualifications of the proposed consultant team.
- b. Demonstrated understanding of the scope of work.
- c. Demonstrated capability to explore and develop innovative or advanced techniques or designs, and alert County to potential design problems and alternative solutions.
- d. Past performance in similar projects related to cost control, quality or work, meeting schedules, errors and omissions, and communication.
- e. Present workload of the firm, availability of staff for the project, proposed schedule or tasks.
- f. Familiarity with FEMA, FHWA, CALTRANS, and County requirements and procedures for the type of work requested.
- g. County's prior experience with consultant.
- h. Familiarity with geographical and geophysical area of projects.
- i. Familiarity with regulatory agencies' requirements and procedures for the types of work requested.
- j. Relevant specialized equipment and resources available to consultant for completion of the project.
- k. Compliance with the DBE Program and requirements. The County's goal for DBE participation for this program is 10% (10 percent).

5. Proposal Format

The proposal shall include the following:

- a. **Project Description** - A narrative statement describing the consultant's understanding of the work and the County's needs, based upon the request for proposal, a review of the subject site, and available information.
- b. **Work Plan and Schedule** - A complete description of the services proposed and a schedule of the work.
- c. **Organizational Chart** - An organizational chart and staffing plan indicating the line of responsibility of each member of the project team and clearly indicating the project manager, the team member responsible for interface with the County and the individual authorized to negotiate the contract.
- d. **DBE Information** - Information about consultant's use of disadvantaged business enterprises (DBE). The County's goal is 10% of the contract total for the design phase.

General Proposal Requirements (continued)

6. Contract Agreement

The County intends to award a contract with compensation based on an approved fee schedule, the total of which is not to be exceeded in performing the scope of services required thereby. The consultant should review the Contract Agreement and be aware of the various requirements.

7. Compensation

Contract negotiations will begin with the top consultant after notification of the final selections. Negotiations will include compensation, completion date and staff assignments. In the event that an agreement cannot be reached with the top ranked consultant, negotiations will be terminated and negotiations will begin with the next ranked consultant.

Within a week of notification, the top consultant shall submit a schedule of costs for compensation, a project calendar and a breakdown of staff assignments. The schedule of costs shall include an estimated cost for each item and sub-item described in the Scope of Work for each bridge. The schedule of costs shall include the employee classification, the hourly wage of each employee class, and the total cost of work for the item or sub-item. A schedule of costs shall also be provided for all subconsultants, specialists and services and shall include any overhead charges. All cost proposals shall be subject to a pre-award audit and therefore all accounting procedures shall be in a format that conforms to Code of Federal Regulations (CFR) 48 Chapter 1, Part 3 1 and CFR 49, Part 18. These regulations shall be used to determine the allow ability of the individual items of cost and the administrative requirements for grants to local governments.

BRIDGE REPLACEMENT
SOQUEL DRIVE BRIDGE OVER SOQUEL CREEK

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Scope of Work

All work described herein shall be prepared in accordance with established State and Federal guidelines for work on a Federal Aid Route.

The specific work of the consultant is as follows:

1. Environmental Study

Prepare all environmental reports necessary to obtain permits from (including, but not limited to) Fish and Wildlife, Fish and Game, Army Corps of Engineers, County Planning Department, Regional Water Quality Control Board, and the Historical Resources Commission. These reports shall include: biological resources (plants and wildlife), wetlands study, historical resources study, hazardous materials study, and water quality study.

2. Hydraulics Study

Prepare report evaluating existing hydrology, and hydraulics of the replacement bridge project. Include location hydraulics study, and show limits of 30, 50 and 100-year flood plain for project area.

3. Geotechnical Investigation

Provide geotechnical investigation and report sufficient for project design and construction. Information concerning construction of the footings, abutments, retaining walls, and backfill shall be included on the plans.

4. Survey and Property Acquisition

The limit of road improvement shall be from the intersection of Porter Street to the intersection of Main Street, including the intersections.

- a. Survey -- Perform field survey sufficient for preparation of plans. Use State and County datums, if available. Complete as necessary to prepare PS&E.
- b. Right-of-Way Investigation -- Determine status of existing right-of-way. Prepare plan showing existing right-of-way. Determine additional right-of-way or temporary easements needed for construction. The County shall furnish any maps that are readily available in their files for preparation of the right-of-way maps and descriptions.

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4. Survey and Property Acquisition (continued)

- c. Appraisal Map -- Prepare appraisal map (to CALTRANS standards) for acquisition of right-of-way and temporary easements. Prepare legal descriptions of parcels and easements. Provide documents to County Real Properties Division to assist with property acquisition. Work to be done after review of PS&E and review by permitting agencies. Begin work upon notice of County and complete within one month.

5. Plans, Specifications, and Estimate (P,S&E)

The limits of road improvement shall be from the intersection of Porter Street to the intersection of Main Street, including the intersections.

- a. PS&E -- Prepare plans, specifications, and estimate.
Project Specifications shall be for Section 10 (construction only) and incorporate existing County specifications where applicable. Identify affected utilities and indicate on plans. Identify conflicts and propose solutions. Include measures for keeping traffic lanes open at all times and traffic control. Provide three submittals of PS&E as described below.

First submittal -- PS&E shall be 30% complete and include environmental mitigation, plans, and construction cost estimate. No specifications are required for this submittal. Begin work on First Submittal after receiving County approval of bridge type, and geotechnical investigation. Submit three copies to County. After review by County, PS&E shall be returned to consultant for revisions.

Second submittal -- PS&E shall be 90% complete and include utilities. Begin work on Second Submittal after receiving County approval of first submittal. Incorporate comments by County and submit three copies to County. After review by County, PS&E shall be returned to consultant for revisions. Complete revisions within two weeks and submit three copies to County, two copies to each utility company, and two copies to each permitting agency.

Third submittal -- PS&E shall be 100% complete. Begin work on Third Submittal after receiving County approval of Second Submittal. Incorporate comments by County, utilities, and permitting agencies. Submit three copies to County. After review by County, PS&E shall be returned for revisions. Complete revisions within two weeks and submit three copies to County. Submit plans and specifications to County in digital format. Plans shall be produced in format readable by AutoCAD (current release). Specifications shall be readable in WordPerfect® for Windows (current release). Provide one set of plans printed in black ink on acetate. The sheet size shall be 24"x36". All sheets shall be uniform size. The sheet format shall conform to the CALTRANS "Drafting and Plans Manual." The project engineer shall affix an original signature to each plan sheet.

Scope of Work (continued)

5. Plans, Specifications, and Estimate (PS&E) (continued)

Complete digital plans shall be submitted to the County. The plans shall be full scale. All dimensions and bearings shall be as noted. The plans shall be in a format to allow construction staking directly from the digital plans. This entails producing a plan that incorporates all elements to full scale, including pile locations, wing walls and footings.

All plans, specifications, estimates, and maps shall be in a metric format.

- b. Environmental Mitigation -- Proposed mitigation measures that are required by permitting agencies will be incorporated into the PS&E.

6. Community Meeting

Participate in one community meeting concerning the project. Furnish plans, handouts and make presentation describing the project.